



The Mayor's
Neighborhood
Toolbox Training

Bylaws Tune-up



Jerry E. Abramson
Mayor
Louisville Metro Council

Presented by Legal Aid Society's
Community Development Program

**Come to the workshop prepared
to ask questions about your bylaws.**

Location:

Memorial Auditorium
970 S. Fourth Street

Thursday, September 8

5:30 - 6 p.m.

registration / networking / light dinner

6 - 8:30 p.m.

Seminar

-- or --

Saturday, September 10

9 - 9:30 a.m.

registration / networking /
continental breakfast

9:30 a.m. - noon

Seminar

- *Every organization should review its bylaws periodically. When was the last time your group looked at your bylaws?*
- *Does every board member have a copy of your bylaws?*
- *What items should be in your bylaws and what items should be in your policies and procedures?*
- *What are the responsibilities of officers?*

**If it's time for a tune-up, sign up for this Neighborhood Toolbox training
for an informative bylaws refresher course.**

**Learn more about the role bylaws play in an organization,
basic provisions that bylaws should contain and options you may want to consider.**

The training session is \$5. *Class size is limited to 35*
Please pre-register **NOW** to reserve your place in the class.

Please check which session you prefer.

_____ **Thursday, September 8**

_____ **Saturday, September 10**

Registration

Name _____

Organization _____

Address _____

City, State, Zip _____

Phone _____

E-mail _____

Return completed registration to:

**Bylaws Tune-up Training
Louisville Metro Department of Neighborhoods
400 South First Street
Louisville, KY 40202
(Fax) 574-4227**

For more information:

Kelly P. Long at 574-3931 -or-
kellyp.long@loukymetro.org

Coming
in September



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Mayor



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400 South First Street
Louisville, KY 40202

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Save the date!

Mayor's Neighborhood Summit
QUILTING OUR NEW COMMUNITY

LOUISVILLE METRO NEIGHBORHOODS COMING TOGETHER

Saturday, November 12, 2005

7:30 a.m. – 2:30 p.m.

Clarion Hotel and Conference Center
9700 Bluegrass Parkway

Join Mayor Jerry Abramson and neighborhood leaders to share best practices, network and celebrate our neighborhoods!

Workshops and Keynote Speaker

Topics include: safety, housing, working with developers, neighborhood beautification, promoting your neighborhood, attracting volunteers and more

Sponsored by Louisville Metro Department of Neighborhoods
Contact MetroCall 311 or (502) 574-5000 to be placed on the Neighborhood Summit mail list.
E-mail: neighborhoods@loukymetro.org